



## Memorial Seat Policy

### 1. Policy purpose

To outline the policy and process with the application and installation of a Memorial Seat within the Mildura Cemetery Trust ('Trust') cemeteries along with the obligations from the Purchaser as well as the treatment of non-Trust approved alternatives.

### 2. Policy statement

To ensure that any memorial seats installed at Nichols Point and Murray Pines Cemeteries are in accordance with Mildura Cemetery Trust requirements including, but not limited to, being safe, maintained, located appropriately, not impeding day-to-day operational activities, not encroaching internments, in accordance with the Victoria Government Gazette fees for Mildura Cemetery Trust, not compromising reasonable person standards of decency and sensitivity of all forms.

### 3. Principles

- Payment for the Memorial Seat (at the fee for the Trust as set by the relevant State Government Authority annually) must be received prior to the Trust purchasing and installing the Memorial Seat.
- The Memorial Seat will be as per the specification determined by the Trust.
- The purchase of a Memorial Seat is for a 10-year tenure period. It is likely that after this timeframe, a seat's structural stability may be compromised.
- The Trust must ensure the safety of both staff and the wider community. A timeframe of less than 10 years may occur where there are changes in Australian Standards or an event occur that by Act of God or otherwise compromises the safety of the Memorial Seat or where its condition has deteriorated to a point that it's deemed a safety hazard.
- The Trust have approved locations for the positioning of Memorial Seats and they will only be permitted at these sites.
- No seating other than the Trust approved, supplied and fitted Memorial Seats may be installed.
- Memorial Seats with a 'back' may for an additional fee have the option of a 135mm x 100mm bronze plaque, including up to 7 lines of Trust approved text installed.

- No memorialisation items (other than the approved plaque) are to be affixed to, or hung from memorial seats.
- No fill (i.e.: bark chips, stones, etc.) or plantings are to be installed (other than by the Trust) under or around memorial seating.
- The Memorial Seat will be for the use of all. It is not reserved simply for the individual or family who purchased the tenure.
- The Trust is not responsible or liable for any damage, wear and tear, theft or vandalism of a Memorial Seat. The cost of repair or replacement will be at the expense of the purchaser of the Memorial Seat, and must be preapproved by the Trust.
- If all Memorial Seat sites are utilised, on request interested parties may be added to a waiting-list. As sites become available, tenures will be offered in list order.
- At the conclusion of a seat tenure, first option for a new tenure at that site will be given to the previous tenure holder.
- The Trust reserves the right to remove any seat, stool, chair or item that resembles or provides the same or similar purpose that contravenes this policy.
- Any items installed that contravene this policy will be immediately removed and held for a period of 4 weeks from the day removed by the Cemetery Trust for retrieval. No notification of the item removal will be provided. If not collected within that timeframe from the Murray Pines administration office, the item will be disposed of via Mildura Rural City Council Landfill.

## DEFINITIONS

Memorial Seats	a seat approved by and purchased through the Trust. Current design a recycled plastic, backed bench seat with the option of a 135mm x 100mm bronze plaque installed.
Act of God	for the purposes of this policy refers to an act outside of the direct control of the Mildura Cemetery Trust, including but not limited to the instance of uncontrollable natural forces in operation. For example, deterioration due to sun exposure, damage by storm, drought, rain or flood, or natural occurrence of tree limb failure.

<b>Approval Date:</b> February 2020	<b>Date for Review:</b> February 2022
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